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OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



**DARLENE GREEN**  
Comptroller

***Internal Audit Section***

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Internal Audit Executive

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April 9, 2009

Carleen Reck, Executive Director  
Society of St. Vincent de Paul  
4127 Forest Park  
St. Louis, MO 63108

RE: Supportive Housing Program (SHP)  
(Project #2009-HOM4)

Dear Ms. Reck:

Enclosed is a report of our fiscal monitoring review of the Society of St. Vincent de Paul, a not-for-profit organization, Supportive Housing Program, for the period May 1, 2008 through October 31, 2008. The scope of a fiscal monitoring review is less than an audit, and as such, we do not express an opinion on the financial operations of the Society of St. Vincent de Paul. The fieldwork was completed on December 24, 2008.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing* and through an agreement with the City of St. Louis Department of Human Services (DHS) to provide fiscal monitoring to all grant sub-recipients.

If you have any questions, please contact the Internal Audit Section (314) 622-4723.

Sincerely,

Dr. Kenneth M. Stone, CPA  
Internal Audit Executive

Enclosure

cc: Patrick Brennan, Fiscal Manager, DHS  
Antoinette Triplett, Manager II, Homeless Services - DHS



# CITY OF ST. LOUIS CITY OF ST. LOUIS

**DEPARTMENT OF HUMAN SERVICES – (DHS)  
SUPPORTIVE HOUSING PROGRAM (SHP)**

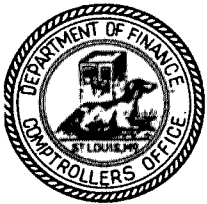
**SOCIETY OF ST. VINCENT DE PAUL  
CONTRACT #55572  
CFDA #14.235**

**FISCAL MONITORING REVIEW  
MAY 1, 2008 THROUGH OCTOBER 31, 2008**

**PROJECT #2009-HOM4**

**DATE ISSUED: APRIL 9, 2009**

**Prepared By:  
The Internal Audit Section**



# OFFICE OF THE COMPTROLLER OFFICE OF THE COMPTROLLER

**HONORABLE DARLENE GREEN, COMPTROLLER**

**CITY OF ST. LOUIS  
DEPARTMENT OF HUMAN SERVICES (DHS) - HOMELESS SERVICES  
SOCIETY OF ST. VINCENT DE PAUL  
SUPPORTIVE HOUSING PROGRAM  
FISCAL MONITORING REVIEW  
MAY 1, 2008 THROUGH OCTOBER 31, 2008**

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## **INTRODUCTION**

### **Background**

**Contract Name:** Society of St. Vincent de Paul  
**Contract Number:** 55572  
**CFDA Number:** 14.235  
**Contract Period:** May 1, 2007 through April 30, 2010  
**Contract Amount:** \$845,134

The contract provided funds from the Department of Human Services (DHS) Supportive Housing Program to Society of St. Vincent de Paul (Agency) to provide supportive services to families who are at risk of becoming homeless.

### **Purpose**

The purpose of the review was to determine the Agency's compliance with federal, state and local DHS requirements for the period May 1, 2008, through October 31, 2008, and make recommendations for improvements as considered necessary.

### **Scope and Methodology**

Inquiries were made regarding the Agency's internal controls relating to the grant administered by DHS, evidence tested supporting the reports the Agency submitted to DHS and other procedures performed as considered necessary. Fieldwork was completed on December 15, 2008.

### **Exit Conference**

An exit conference was not considered necessary, as there were no observations.

## **SUMMARY OF OBSERVATIONS**

### **Conclusion**

No evidence was found to suggest that the Agency did not fully comply with federal, state and local DHS requirements.

### **Status of Prior Observations**

The Agency's previous fiscal monitoring report, Project #2008-HOM3, issued March 26, 2008, contained no observations.

### **A-133 Status**

According to a letter received from the Agency, it did not expend \$500,000 or more in federal funds in its fiscal year ended June 30, 2008, and was not required to have an A-133 audit.

### **Summary of Current Observations**

There were no observations.